



## **Application Process for Students with Coursework from a Foreign Country (For Both International Students and Citizens/Permanent Residents with Foreign Coursework)**

When considering students for admission to our BSN Degree Program, the College of Nursing at the University of Missouri–St. Louis calculates applicants' GPAs based on all attempts of *all* transferable undergraduate courses. All transfer students seeking admission to any of the Prelicensure BSN Options or the RN to BSN Option are required to submit official transcripts from all previously attended colleges and universities—including foreign institutions.

### **All transfer applicants with coursework from foreign institutions should take the following steps:**

- Submit the Application for Undergraduate Admission at [umsl.edu/admissions/apply-now.html](https://umsl.edu/admissions/apply-now.html). Follow the steps online to submit the application fee (\$35 for citizens and permanent residents of the United States; \$40 for international students) and official transcripts from all previously attended colleges and universities (including foreign institutions).
- International students will be required to submit additional materials to the International Student & Scholar Services Office (ISS). Please review the ISS website for details at [umsl.edu/~intelstu/prospectivestudents/admissions.html](https://umsl.edu/~intelstu/prospectivestudents/admissions.html).
- In order to calculate applicants' transferable GPA to determine eligibility to the Nursing major, students must also provide *official* course descriptions (in English) for every course taken at a foreign institution. Course descriptions must be sent in one of the following manners: 1) mailed directly to ISS from the issuing institution inside a school envelope, 2) emailed directly to ISS from the issuing institution, 3) printed from an official school website, or 4) photocopied from a school catalogue. Please contact ISS if you have questions about this procedure.
- Once all of the required application materials have been received (university application, application fee, official transcripts and official course descriptions), the ISS Office will work with the academic departments to evaluate the descriptions for students' foreign courses and determine whether or not they will transfer (coursework from domestic institutions—if applicable—is evaluated in a separate manner; no descriptions are needed for such courses).
- Any foreign courses that are determined to be transferable to UMSL will be counted into students' GPA—along with any other transferable courses taken at a U.S. college or university. It

is a student's combined transferable undergraduate GPA among *all* institutions attended that will determine whether or not they are admissible to UMSL's College of Nursing.

- The ISS Office, the College of Nursing, and the Office of Admissions (if applicable) will work together throughout this process to determine how students' coursework transfers and what their transferable GPA is *before* an admission decision can be made.

#### **Additional Notes:**

- In cases where a student is unable to obtain an official transcript from a foreign institution, a credential evaluation from World Education Services (WES) may be accepted in lieu of the transcript. Students should contact UMSL's ISS Office to discuss whether or not a WES evaluation would be acceptable in their situation. **Note: there has been a change in policy within UMSL's ISS Office, effective Fall 2014. Credential evaluations from ECE and AACRAO are no longer accepted; only WES evaluations are accepted.**
- Applicants who are seeking clinical admission to one (or more) of the Prelicensure BSN Options must also submit a clinical application to the College of Nursing for *each* option for which they are applying (i.e. Traditional, Accelerated or Part-Time). Clinical application(s) must be submitted online at [umsl.edu/nursing/apply.html](http://umsl.edu/nursing/apply.html). It is important to note that admission to each of the Prelicensure BSN Options is competitive; therefore, preclinical admission to the nursing major at UMSL does *not* guarantee admission to the clinical track of any of these programs. Clinical application deadlines can be found on our website at [umsl.edu/nursing](http://umsl.edu/nursing).
- Applicants who already have an Associate Degree or Diploma in Nursing, and are applying to the RN to BSN Option, must also submit a supplemental application to the College of Nursing. The supplemental application for the RN to BSN Option must be submitted online at [umsl.edu/nursing/apply.html](http://umsl.edu/nursing/apply.html). There is no application deadline for the RN to BSN Option; spaces are awarded to qualified applicants on a first-to-enroll basis, as long as spaces remain.
- If you are seeking admission to the RN to BSN Option, and your RN license was obtained in a country outside of the United States, you must become licensed in the United States (with eligibility for licensure in Missouri) *before* you can enroll in BSN coursework. If you have not already done so, you must take the NCLEX for Nurses Educated Outside of the United States. Contact the Missouri State Board of Nursing at 573-751-0681 for further details.
- Foreign coursework will only be evaluated for applicants—*not prospective students*. You must start the application process to the University of Missouri-St. Louis by following the steps above in order to have your foreign coursework officially evaluated.

**Please note that this entire process can be quite time-consuming. It is recommended that applicants start the process *at least* one semester before their planned enrollment term.**

#### **Contact Information:**

College of Nursing  
Office of Student Services  
One University Boulevard  
St. Louis, MO 63121  
314-516-6066  
[nursing@umsl.edu](mailto:nursing@umsl.edu)

International Student & Scholar Services (ISS)  
261 Millennium Student Center  
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314-516-5229  
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